



**NOTICE OF A SPECIAL MEETING OF THE COMMON COUNCIL
OF THE TOWN OF CLARKDALE**

**Tuesday, September 11, 2018 at 3:45 P.M.
Clark Memorial Clubhouse, Men's Lounge**

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN to the members of the Common Council of the Town of Clarkdale and to the general public that the Town of Clarkdale Common Council will hold a Special Meeting open to the public on **Tuesday, September 11, 2018, at 3:45 p.m.** in the **Clark Memorial Clubhouse, Men's Lounge, 19 N. Ninth Street, Clarkdale, Arizona.** Members of the Clarkdale Common Council will attend either in person or by telephone, video or internet conferencing. Pursuant to A.R.S. §38-431.03, the Council may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda.

Supporting documentation and staff reports furnished to the Council with this agenda are available for review on the Town website at www.clarkdale.az.gov and the Town Clerk's Office.

The undersigned hereby certifies that a copy of this notice was duly posted on the Community Development Building bulletin board, located at 890 Main Street, Clarkdale, Arizona and on the Town of Clarkdale's website, on September 6, 2018 at 1:00 p.m.

Mary Ellen Dunn
MARY ELLEN DUNN
TOWN CLERK

As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time to minimize disruption to this meeting.

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

- 1. CALL TO ORDER**
- 2. PUBLIC COMMENT** – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to five minutes.

NEW BUSINESS

- 3. PRESENTATIONS FROM EXECUTIVE RECRUITMENT FIRMS WHO HAVE SUBMITTED PROPOSALS FOR ASSISTING THE TOWN WITH THE**

RECRUITMENT FOR THE TOWN MANAGER POSITION – The Town Council will hear presentations from three Executive Recruitment Firms who have submitted proposals for assisting the Town of Clarkdale with the recruitment for the Town Manager position. Each firm will make a presentation, and be available to address questions/comments from the Town Council. The schedule for presentations is as follows:

3:45 p.m. The Novak Consulting Group
4:30 p.m. CPS HR
5:15 p.m. Slaven Management Consultants

4. ADJOURNMENT

Persons with a disability may request reasonable accommodations by contacting the Town Hall at 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.



Staff Report

Agenda Item: **PRESENTATIONS FROM EXECUTIVE RECRUITMENT FIRMS** - Each of the three firms who have submitted proposals for assisting the Town with the 2018-19 recruitment for the Town Manager's position will make a presentation and address questions/comments from the Town Council.

Staff Contact: Lonnie Hovde, Human Resources Manager
Gayle Mabery, Town Manager

Meeting Date: September 11, 2018

Background: During their June 12, 2018 meeting, the Clarkdale Town Council approved a Restated Employment Agreement with Gayle Mabery to serve as Town Manager through July 1, 2019, after which Mabery intends to retire as the Clarkdale Town Manager.

With the upcoming retirement, the Clarkdale Town Council allocated funds during the FY 2019 budget process to cover costs associated with the recruitment and selection of a new Town Manager. Following the adoption of the budget, staff solicited a number of executive recruitment companies for proposals relating to the upcoming Town Manager search. Clarkdale Town Council Members were asked to individually rate the proposals, and Town Manager Mabery used those ratings to prepare of short-list of firms who would be offered the opportunity to make presentations to the Town Council. The three firms selected for interviews during today's meeting are as follows:

3:45 p.m.	The Novak Consulting Group
4:30 p.m.	CPS HR
5:15 p.m.	Slaven Management Consultants

During the 45 minutes allotted for each presentation, each firm will be given the opportunity to share information about their firms, the Executive Recruitment services that they provide, their firms experience with City/Town Manager recruitments, and any other information they wish to provide. Each firm will also be available to address comments and questions from the Town Council.

No action from the Council will be taken at this meeting. The Council is expected to further discuss the Town Manager Recruitment process at their September 25, 2018 Council Meeting.

Recommendation: This agenda item includes presentations and discussion only. No formal action is required from the Council at this time.